



## TSW Awareness Resolution Campaign Checklist

1. Attend or watch the recording of the **Advocacy Training Meeting** with Kelly Barta on Feb. 15, 2023.
2. **Connect** with other people from your state to keep in touch about responses from legislators.
3. **Look up your state elected officials** to get their contact info by using your address at: <https://www.commoncause.org/find-your-representative/addr/>. Once you find your State Senator and State Representative on the web, check them out - see if they are on any special committees (like Health and Human Services).
4. **Call the offices** of your Representative and Senator and ask for a meeting with them to share your story and ask them to introduce the TSW Awareness resolution – when you are on the call, ask for the email of the staff person you speak with.
5. **Follow up with an email** to the offices you spoke with, addressing the person you talked to. Use “**Email to Legislator**” document by copying and pasting and adjust it to your liking. Attach the 3 documents, “**TSW Resolution**,” “**TSW Awareness Fact Sheet**” and “**TSW Resources**” to your email.
6. **Read** through “**Best Practices for Connecting with your Legislator.**”
7. Go **share your story** and get to know your legislator/s! You may want to write it out and include pictures. You know the old saying, “Pictures speak a thousand words.” Print out and bring with you any additional documents you’d like to leave behind with them – Your story, ITSAN brochure, TSW Awareness Fact Sheet, Lucy’s story.
8. **Follow up** with any additional information they may ask for. Feel free to reach out to Kelly Barta with any questions ([kbarta@itsan.org](mailto:kbarta@itsan.org)).
9. When one of the senators or representatives from your state agrees to introduce the resolution, ask all the other legislators who your group has reached out to, to sign on. If there is enough of you in the state or near the capitol, organize a TSW Awareness Capitol Day to meet with your legislators all at once and raise more awareness – the sky’s the limit here - you can promote it with local media, bring your friends and family, make t-shirts, take pictures with your awesome, supportive legislators, and blast it everywhere!
10. **THROW AN AFTER PARTY!** You have been part of changing medical history and have helped support the whole TSW community! Even if the resolution doesn’t pass in your state this year – you are one huge step closer. You have put TSW on the radar of policy makers. You are an EMPOWERED. You are an ADVOCATE!!